



**TN**

Department of  
**Environment &  
Conservation**

# Recycling Equipment Grant Manual

Opportunity for Funding

Tennessee Department of Environment & Conservation | Grant Manual | July 2016



**(This Page Intentionally Left Blank)**



# Recycling Equipment Grant

Fiscal Year 2016-2017

## Application Manual

Prepared by:



### **Division of Solid Waste Management**

Materials Management Programs

William R. Snodgrass Tennessee Tower

312 Rosa L. Parks Ave, 14<sup>th</sup> Floor

Nashville, TN 37243

## Overview

The Solid Waste Management Act of 1991 (T.C.A. §68-211-825) established the Solid Waste Management Fund to be used in part to establish a matching grant program for the purchase of equipment needed to establish or upgrade recycling at a public or not-for-profit recycling collection site. Such equipment may include, but is not limited to, containers, balers, crushers, and grinders. The goal of the Act is to reduce the amount of solid waste disposed of at Class I disposal facilities by twenty-five percent (25%).

The Department of Environment and Conservation acknowledges that not all local jurisdictions are the same and they may wish to take different approaches toward achieving the state's solid waste reduction and diversion goals. Regions with smaller populations may focus efforts toward achieving qualitative goals rather than quantitative goals of the more populous regions and the state. Qualitative goals may be expanding the types of materials collected, providing a service to an underserved area, improving efficiencies, and improving quality of material recovered. Quantitative goals may be increased recovery rates, capture rates, participation rates, set out rates, or decreasing costs per households served. The Recycling Equipment Grant takes this into consideration by providing two competitive funding allocations for applicants based upon the Four Tiers of an Integrated Solid Waste Management System, found in Table VI-1 of the 2025 Plan (pages 144-149).

- Rural counties with populations less than or equal to 50,000 and the cities, solid waste authorities, or non-profit organizations within those counties. Total grant offering is \$200,000. Funding maximum per applicant is \$50,000. Tiers 1 and 2 will compete with each other.
- Suburban and urban counties with populations of 50,001 or greater and the cities, solid waste authorities, or non-profit organizations within those counties. Total grant offering is \$300,000. Funding maximum per applicant is \$50,000. Tiers 3 and 4 will compete with each other.

A local match of 10%-50% is required based on an economic index that includes factors such as per capita income and property values in the jurisdiction to be served.

There are three priorities for this grant:

- Applicants that received or were eligible to receive the Recycling Rebate between the Fiscal Years 2011 and 2015
- Applicants that develop public/private or public/public partnerships
- Applicants that employ developmentally disabled individuals, as defined in T.C.A. §33-1-101 (11)

## ***Purpose of the Grant***

The Recycling Equipment Grant supports the implementation of [2015-2025 Solid Waste and Materials Management Plan](http://www.tennessee.gov/environment/topic/sw-2015-2025-solid-waste-and-materials-management-plan) objectives (www.tennessee.gov/environment/topic/sw-2015-2025-solid-waste-and-materials-management-plan). It is the Department's intent with this grant to support efforts of local governments toward achieving their waste reduction and recycling goals. Successful proposals will demonstrate how the requested equipment will improve operating efficiencies or:

- Increase material tonnages (Objective 1)
- Increase recycling access and/or participation (Objective 2),
- Promote material processing and end use in Tennessee (Objective 3)
- Support new waste reduction and recycling technologies (Objective 5)

## ***Deadline to Submit***

The Grant Application (with an original signature), Recycling Equipment Grant Worksheet Attachment 1, and Technical Narrative Attachment 2 shall be submitted to and received by the Department of Environment and Conservation, Division of Solid Waste Management on or before Monday, October 3, 2016 4:30 p.m. CDT. Applications received after 4:30 p.m. CDT on October 3, 2016 will be returned to the applicant without review.

### **Tennessee Department of Environment and Conservation**

Division of Solid Waste Management  
Materials Management Program  
William R. Snodgrass Tennessee Tower  
312 Rosa L. Parks Ave, 14<sup>th</sup> Floor  
Nashville, TN 37243

Electronic applications submitted in a .pdf format to [Loretta.Harrington@tn.gov](mailto:Loretta.Harrington@tn.gov) or saved to a USB Drive and mailed to the address above are encouraged.

### **GRANT TIMELINE**

The anticipated timeline for this grant offering is as follows:

July 1, 2016:	Request for applications announced
October 3, 2016:	Deadline for application submittal, start processing applications
October 28, 2016	Rate, recommend and prepare contracts for grant awards
January 1, 2017:	Announce awards and prepare grant contacts
January 15, 2017:	Send grant offer to successful applicants



February 28, 2017: Mail fully executed grants

## ***Eligibility***

Tennessee counties, cities, solid waste authorities and organizations which have been determined to be tax exempt nonprofit recycling organizations who are designated as 501(c)(3) by the Internal Revenue Service may apply for grants under T.C.A. § 68-211-825.

The requested equipment must be included in the 2015 update to the Region's Solid Waste Plan submitted by the due date of March 31, 2016.

Eligible recycling equipment includes key recycling equipment needed for collection, processing, operations, or to prepare recovered materials for transport and marketing. Key recycling equipment includes, but is not limited to recycling carts made with recycled content and embedded RFID tags, containers, compactors, balers, glass crushers, densifiers, and sorting systems, fork lifts, and scales. Collection trucks with a gross vehicle weight rating (GVWR) of 10,000 pounds or higher will be considered.

Counties and the cities within those counties eligible to receive a recycling rebate, as directed by T.C.A. § 68-211-825(b), are not eligible to receive a recycling equipment grant. The rebate credits are in lieu of recycling equipment grants. The following Recycling Rebate counties and cities within those counties for FY 2016-2017 are not eligible for the recycling equipment grant: **Davidson, Hamilton, Knox, Rutherford, and Shelby.**

Equipment that causes the applicant to directly compete with existing private enterprises in the applicant's geographical area (T.C.A. § 68-211-825(a)) is not eligible under this grant. Other ineligible requests include, collection trucks with a gross vehicle weight rating (GVWR) less than 10,000 pounds and any equipment that aides in increased disposal of materials in Class I disposal facilities.

Furthermore, applicants previously awarded a Recycling Equipment Grant from the Solid Waste Management Fund in the last two years that are currently under contract with open balances or who have failed to meet the obligations of additional Division of Solid Waste grant contracts are ineligible.

## ***Funding***

The Department has budgeted \$500,000 total for Recycling Equipment Grants. Of that amount, the Department has allocated \$200,000 for rural counties with populations less than or equal to 50,000 and the cities, solid waste authorities, or non-profit organizations within those counties. Additionally, \$300,000 has been allocated for suburban and urban counties with populations of 50,001 or greater and the cities, solid waste authorities, or non-profit organizations within those counties. No grant may exceed \$50,000. A match of

10%-50% is required as indicated in Attachment 3 Recycling Equipment Grant Match Requirement.

Grant awards will be made based on the estimates included in the grant application and will not be increased. It is important that applicants research the equipment they are seeking to purchase and obtain accurate price information prior to submitting their application. Only equipment identified in the application will be funded so proper planning and research should be done by applicant before submitting application.

### ***Format and Checklist***

#### **FORMS AND ATTACHMENTS**

CHECK

Complete form CN-0915 signed and certified by a legally authorized representative for the applicant. Signees other than the executive officer or mayor must include a resolution from the applicant's governing body giving authority to sign for the applicant.

☐

Complete the Recycling Equipment and Budget Worksheet, Attachment 1.

☐

Complete the Technical Narrative, Attachment 2, using the Scoring Rubric, Attachment 4, as a guide for responding and receiving the greatest rating.

☐

Complete the Title VI Pre-Audit Survey CN-1448.

☐

Provide a copy of the budget or resolution for budget expansion and a copy of the Objective 3: Promote Material Processing and End Use in Tennessee section of the most recent Annual Progress Report.

☐

Submit the complete packet, as listed above.

☐

Forms and attachments relative to this grant offering may be found at the end of this grant manual.

### ***Selection Criteria***

Applications will first be reviewed for completeness. Upon receipt of a complete application, the Technical Narrative will be evaluated and scored by a team of raters (3 or more) using the Scoring Rubric provided in Attachment 5. Weighted scores for each question will be assigned by each rater. The minimum average score for funding is 70 points. Applicants receiving the highest average score will be recommended for funding to the extent that funding is available. Final consideration may also be given to projects that

provide a service to an underserved area or demographic, are distributed geographically, and represent a variety of project types (i.e. collection, processing, and transportation).

All applications will be scored based on the following criteria and weightings:

#### **CRITERIA AND WEIGHTINGS**

Project Description	40 points
Program Benefits	30 points
Sustainability and Funding	20 points
Establishment of Priority	10 points
<b>Total</b>	<b>100 points</b>

### ***Funding Conditions***

Applicants shall be prepared to proceed with the project as soon as a fully executed grant is received. Local funding for costs in excess of the grant award shall be approved and available upon receipt of a fully executed grant to avoid unnecessary delays.

The local match shall be determined by the Department, using an economic index based upon factors which include, but are not limited to, per capita income and property values of the county applicant (Attachment 3). Reimbursement may not exceed 50% of the approved total eligible project costs.

- Matching funds are required at the time of grant reimbursement.
- In-kind contributions will not be considered.

It is important that applicants research the equipment needed to submit accurate price quotes with their application. Grant awards will be made based on the estimates included in the grant application not to exceed \$50,000.

The Department's intent with this grant offer is to promote environmentally preferable purchasing in support of the 2025 Solid Waste and Materials Management Plan Objective 3 by requiring equipment to be made with recycled content, when available.



## **TDEC SUSTAINABILITY STATEMENT**

*The Tennessee Department of Environment and Conservation (TDEC) acknowledges that the products and services we procure have fundamental human health, environmental, and economic impacts, and that purchasing decisions should exemplify our commitment to sustainability and to protecting the environment and the quality of life of Tennesseans. TDEC endeavors to reduce the environmental impacts of its operations and to promote fiscal responsibility and community and environmental stewardship by integrating sustainability considerations in sourcing processes while continuing to observe general state purchasing laws and procurement policies.*

## **TDEC TITLE VI STATEMENT**

*The Grantee hereby agrees, warrants, and assures that no person shall be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of this Grant Contract or in the employment practices of the Grantee on the grounds of handicap or disability, age, race, color, religion, sex, national origin, or any other classification protected by Federal, Tennessee State constitutional, or statutory law. The Grantee shall, upon request, show proof of such nondiscrimination and shall post in conspicuous places, available to all employees and applicants, notices of nondiscrimination.*

## **Contact**

The persons named below shall be the sole points of contact throughout the application and award process. All communications (regular mail, express mail, electronic mail), concerning this application and award process must be addressed to:

### **Tennessee Department of Environment and Conservation**

Division of Solid Waste Management  
Materials Management Program  
William R. Snodgrass Tennessee Tower  
312 Rosa L. Parks Avenue, 14<sup>th</sup> Floor  
Nashville, TN 37243

#### **General and Administrative Questions:**

Loretta Harrington, Grant Program Manager  
615-532-0086

[Loretta.Harrington@tn.gov](mailto:Loretta.Harrington@tn.gov)

#### **Technical Questions:**

Paula Mitchell, Recovered Materials Manager  
615-532-0075

[Paula.Mitchell@tn.gov](mailto:Paula.Mitchell@tn.gov)

## ***Frequently Asked Questions***

### ***1. What method is used for grant project expense funding?***

Payment of project expenses is on a reimbursement basis. The Grantee must make payments for equipment purchased, and then submit required invoice documentation to TDEC for reimbursement.

### ***2. When can the grant project begin?***

Projects may begin **after** the Grantee is notified by State that the grant has been fully executed. Also, vendors' bids for equipment purchases must be submitted and approved by the State prior to receiving equipment. Any equipment received/purchased prior to the begin date of the executed contract will not be reimbursed. Failure to submit bids for approval prior to committing funds may result in denial of costs.

### ***3. Do I have to follow a bidding process?***

Yes, the grant contract requires all Grantees to follow a competitive bidding process, where practical. While some local governments may use optional purchasing policies, the bidding process used must be justified and must be approved by the State prior to the grantee making obligations for purchases.

### ***4. When can I request reimbursement for expenses relative to the grant project?***

Reimbursement invoices must be submitted, after equipment has been purchased, installed, operational, and inspected by the State. The grantee completes a Tennessee Invoice for Reimbursement form and provides supporting documentation (proof of payment) before grant funds will be released.

Payments will be made electronically through the Automated Clearing House (ACH). Grantees will be required to provide banking account information in order to receive grant reimbursements. The ACH form will be included in all grant offers.

### ***5. How long will I have to complete the grant project?***

All grants are issued with a maximum contract term of five (5) years. The grant *Scope of Services* contains specific milestones that must be met, including completion dates for purchases and work activities. Grantees must be precise in the timelines submitted in the application to assure that sufficient time is allowed for purchases and work activities.

### ***6. What are the grantee's responsibilities for the project after the grant is paid in full?***

Grantees must maintain financial documents for audit purposes for three years after the grant is paid in full. Equipment purchased must be properly maintained and operated for a term of five (5) years after grant award or the Grantee must repay a prorated amount to the State. Some grants may have other responsibilities. The Division's Grant Program Manager can provide more specific details on any other responsibilities required.

**7. Can applicants that have received funding in a prior year apply again this year?**

Yes, an applicant may apply for each grant solicitation, if all activities from prior grant funding have been completed and the grantee paid in full.

**8. Can we submit supplemental documents?**

Yes, supplemental documents may be submitted, but only to the extent that these documents support the narrative information provided and are submitted at the time of application. Excess documentation can be cumbersome to evaluate and may detract from the reviewer's ability to make good decisions concerning projects. Only **necessary** supplemental documents should be included.

**9. Where can I find grant documents?**

The grant manual, application and associated forms, and Frequently Asked Questions are posted at the Department's website:

<http://www.tennessee.gov/environment/topic/about-grants>

**10. What is the Grant Recipient Accountability?**

The grant recipient will be responsible for the following:

- a) **Accounting System** - Each recipient is responsible for maintaining an accounting system which meets generally accepted accounting principles and for maintaining financial records to properly account for the expenditure of all grant and matching funds.
- b) **Grant and Contract Accountability Policy** - The local applicant will fulfill the conditions of the written contract.
- c) **Contracts** - Grantees who do not have a written local procurement procedure must follow State of Tennessee procurement policies, <https://www.tn.gov/generalservices/section/central-procurement-office>. If project is selected for funding, grantees will be required to provide a copy of their local procurement procedures once a fully executed grant contract is received.

**11. When will workshops be available?**

Date	Location	Time
Friday, July 8, 2016	Jackson Environmental Field Office 1625 Hollywood Drive Jackson, TN 38305	9:00 a.m. – 12:00 p.m. CST
Monday, July 11, 2016	Fleming Training Center 2022 Blanton Drive Murfreesboro, TN 37129	9:00 a.m. – 12:00 p.m. CST
Tuesday, July 19, 2016	Knoxville Environmental Field Office 3771 Middlebrook Pike Knoxville, TN 37921	9:00 a.m. – 12:00 p.m. EST

**12. When a grant is awarded, what are my Title VI responsibilities?**

When applying for this grant, the applicant must complete a Title VI Pre-Audit Survey CN-1448. A copy of that form is located in this grant package. You may read more about the Department's Title VI information at this web link:

<http://www.tennessee.gov/environment/topic/policy-title-vi-and-environmental-justice> . If your organization does not have a Title VI program, the Department has various resources that may assist you in the administration of this grant.

**13. If I have a question, who do I can during the solicitation phase?**

There are only two contacts (a technical contact and an administrative contact) that can provide official information relative to this grant proposal solicitation. These individuals and their contact information may be found in the contact section of this grant manual. Any other Department contacts are not authorized to answer on behalf of this program.



STATE OF TENNESSEE  
DEPARTMENT OF ENVIRONMENT AND CONSERVATION  
Division of Solid Waste Management  
312 Rosa L. Parks Avenue, 14<sup>th</sup> Floor  
Nashville, TN 37243

**GRANT APPLICATION**

☒ RECYCLING EQUIPMENT    ☐ USED OIL    ☐ WASTE REDUCTION    ☐ OTHER \_\_\_\_\_

**Return Application to Above Address**

APPLICANT INFORMATION:

Name of Agency/Organization:

Name and telephone number of person responsible for all grant activities  
(i.e. bidding, purchasing):

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name: \_\_\_\_\_

Telephone: \_\_\_\_\_

Fax Number: \_\_\_\_\_

FEIN#: \_\_\_\_\_

TYPE OF ORGANIZATION:

FOR NON PROFIT ORGANIZATIONS:

- [ ] County  
[ ] Municipality  
[ ] Solid Waste Authority  
[ ] Planning Region  
[ ] For-Profit Organization  
[ ] Corporation  
[ ] Proprietorship  
[ ] Partnership  
[ ] Not-for-Profit Organization  
[ ] Other (please specify) \_\_\_\_\_

Chartered in Tennessee Yes [ ] No [ ]

Date of Charter: \_\_\_\_\_

IRS Classification: \_\_\_\_\_

Attach a copy of approval letter for charter or  
501(c) (3) exemption.

To the best of my knowledge and belief, all data in this application are true and correct. The document has been duly authorized by the governing body of the applicant.

\_\_\_\_\_  
Print or Type Name of Authorized Representative

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Telephone: \_\_\_\_\_

\_\_\_\_\_  
E-Mail Address (required if available)

# Attachment 1

## Recycling Equipment and Budget Worksheet

Project Name \_\_\_\_\_  
 Vendor Number \_\_\_\_\_

Identify all equipment requested. Number in priority order as all requested equipment may not be funded based on funds available. Identify the quantity, estimated unit cost and calculate total costs for each equipment type. Indicate the location where the equipment will be utilized. Complete the budget calculation as described below.

Eligible Equipment	Priority Order	Quantity	Estimated Unit Cost	Total Cost	Location
Recycling Carts with RFID, specify capacity:					
Recycling Collection Trailer					
Roll Off Containers, specify size:_____					
Compactor (Recycling Only)					
Receiver Box, specify size:_____					
Baler, Vertical					
Baler, Horizontal					
Densifier					
Glass Crusher					
Glass Pulverizer					
Paper Shredder					
Conveyor					
Drum Feeder					
Separator, specify type:					
Other Sorting Equipment, specify:					
Forklift					
Skid Steer Loader					
Scales					
Other:					
Total Estimated Equipment Cost (Sum of Total Cost Column)				\$	
Matching Share <sup>1</sup> _____%				\$	
Less Local match (Total Estimated Equipment Cost – Matching Share)				\$	
Maximum Grant Award (not to exceed \$50,000)				\$	
Additional Local Share (if project costs exceed maximum grant award)				\$	

<sup>1</sup> Attachment 3 Recycling Equipment Grant Match Requirement



**Attachment 2**  
**Technical Narrative Questions**

**I. Project Description – 40 points**

1. Describe the proposed project and need. What is your goal or expected outcome with this project? How will you measure success toward achieving the project goal?
2. Is this request to replace older existing equipment or is it adding new equipment? Describe the Preventative Maintenance Plan and/or include the proposed maintenance schedule.
3. Describe how the program/project will be promoted to support achieving the goal specified in question 1.
4. Does the equipment compete with private services or duplicate existing public sector services provided within the municipal solid waste planning region Yes \_\_\_\_\_ No \_\_\_\_\_

**II. Program Benefits – 30 Points**

5. Prepare a narrative that justifies the proposed equipment benefits the local program and project goal. Include key benefits that support the 2025 Plan Objectives, such as:
  - increased material tonnage (Objective 1)
  - increased recycling access and/or participation (Objective 2)
  - promotion of material processing and end use in Tennessee (Objective 3)
  - new waste reduction and recycling technology (Objective 5)

**III. Sustainability and Funding– 20 Points**

6. Describe why the project is an efficient use of public funds and resources.
7. How will your organization sustain the project once this funding is complete?
8. Do you expect to generate any income with the project? If so, describe how these funds will be used to perpetuate the project in the future.
9. Is the local match and additional local share included in the applicable agency budget?  
Yes \_\_\_\_\_ If yes, provide a copy of the budget.  
No \_\_\_\_\_ If no, provide the resolution for budget expansion.

#### IV. Establishment of Priority – 10 points

**10.** Did your city or county receive or were you eligible to receive the Recycling Rebate between the Fiscal Years 2011 and 2015? Yes \_\_\_\_\_ No \_\_\_\_\_

**11.** Identify any partners and their role in the proposed project.

Partner	Organization Name	Role and/or Contribution
Public Sector/Local Government		
Private Sector		
Nonprofit		
Educational Institution		

**12.** If your recycling program employs developmentally disabled individuals, as defined in T.C.A. §33-1-101(11), describe the manner such that it improves the recycling rate of the city or county and thereby contributes to progress towards meeting or exceeding its solid waste reduction and diversion goal under § 68-211-861?

#### Supporting Documentation

- ☐ Regional maps, including service area, solid waste and recycling collection/processing sites, etc., optional
- ☐ Other documents related to the grant proposal/equipment request, optional

Narrative Prepared by: \_\_\_\_\_

Name of Preparer's Organization: \_\_\_\_\_

Telephone: \_\_\_\_\_

E-mail address: \_\_\_\_\_

**Attachment 3**  
**Recycling Equipment Grant Match Requirement**

<b>County</b>	<b>Match % Rate Required</b>	<b>Population</b>	<b>Tier</b>	<b>County</b>	<b>Match % Rate Required</b>	<b>Population</b>	<b>Tier</b>
<b>Anderson</b>	50%	75,528	Tier III	<b>Lauderdale</b>	10%	27,382	Tier II
<b>Bedford</b>	30%	46,627	Tier II	<b>Lawrence</b>	20%	42,274	Tier II
<b>Benton</b>	10%	16,145	Tier I	<b>Lewis</b>	10%	11,906	Tier I
<b>Bledsoe</b>	10%	13,931	Tier I	<b>Lincoln</b>	40%	33,637	Tier II
<b>Blount</b>	50%	126,339	Tier IV	<b>Loudon</b>	50%	50,771	Tier III
<b>Bradley</b>	40%	102,975	Tier IV	<b>Macon</b>	10%	23,003	Tier I
<b>Campbell</b>	20%	39,918	Tier II	<b>Madison</b>	50%	98,178	Tier III
<b>Cannon</b>	10%	13,757	Tier I	<b>Marion</b>	40%	28,407	Tier II
<b>Carroll</b>	20%	28,370	Tier II	<b>Marshall</b>	30%	31,269	Tier II
<b>Carter</b>	20%	56,886	Tier III	<b>Maurry</b>	50%	85,515	Tier III
<b>Cheatham</b>	40%	39,764	Tier II	<b>McMinn</b>	40%	52,626	Tier III
<b>Chester</b>	10%	17,379	Tier I	<b>McNairy</b>	20%	26,267	Tier II
<b>Claiborne</b>	20%	31,592	Tier II	<b>Meigs</b>	10%	11,701	Tier I
<b>Clay</b>	10%	7,765	Tier I	<b>Monroe</b>	30%	45,233	Tier II
<b>Cocke</b>	20%	35,374	Tier II	<b>Montgomery</b>	50%	189,961	Tier IV
<b>Coffee</b>	40%	53,623	Tier III	<b>Moore</b>	30%	6,319	Tier I
<b>Crockett</b>	20%	14,668	Tier I	<b>Morgan</b>	10%	21,660	Tier I
<b>Cumberland</b>	40%	57,985	Tier III	<b>Obion</b>	30%	30,941	Tier II
<b>Decatur</b>	30%	11,666	Tier I	<b>Overton</b>	20%	22,028	Tier I
<b>DeKalb</b>	20%	19,268	Tier I	<b>Perry</b>	10%	7,822	Tier I
<b>Dickson</b>	40%	50,575	Tier III	<b>Pickett</b>	10%	5,124	Tier I
<b>Dyer</b>	30%	37,935	Tier II	<b>Polk</b>	20%	16,730	Tier I
<b>Fayette</b>	50%	39,011	Tier II	<b>Putnam</b>	30%	74,165	Tier III
<b>Fentress</b>	10%	17,855	Tier I	<b>Rhea</b>	20%	32,641	Tier II
<b>Franklin</b>	40%	41,402	Tier II	<b>Roane</b>	50%	52,748	Tier III
<b>Gibson</b>	30%	49,472	Tier II	<b>Robertson</b>	40%	68,079	Tier III
<b>Giles</b>	30%	28,853	Tier II	<b>Scott</b>	10%	21,987	Tier I
<b>Grainger</b>	10%	22,864	Tier I	<b>Sequatchie</b>	20%	14,704	Tier I
<b>Green</b>	30%	68,335	Tier III	<b>Sevier</b>	50%	95,110	Tier III
<b>Grundy</b>	10%	13,425	Tier I	<b>Smith</b>	30%	19,009	Tier I
<b>Hamblen</b>	40%	63,036	Tier III	<b>Stewart</b>	20%	13,279	Tier I
<b>Hancock</b>	10%	6,657	Tier I	<b>Sullivan</b>	50%	157,047	Tier IV
<b>Hardeman</b>	10%	25,965	Tier II	<b>Sumner</b>	50%	172,706	Tier IV
<b>Hardin</b>	20%	25,870	Tier II	<b>Tipton</b>	40%	61,623	Tier III
<b>Hawkins</b>	40%	56,735	Tier III	<b>Trousdale</b>	20%	8,002	Tier I
<b>Haywood</b>	20%	18,185	Tier I	<b>Unicoi</b>	20%	17,963	Tier I
<b>Henderson</b>	30%	28,009	Tier II	<b>Union</b>	10%	19,113	Tier I
<b>Henry</b>	30%	32,204	Tier II	<b>Van Buren</b>	10%	5,633	Tier I
<b>Hickman</b>	20%	24,384	Tier I	<b>Warren</b>	30%	39,969	Tier II
<b>Houston</b>	10%	8,267	Tier I	<b>Washington</b>	50%	126,242	Tier IV
<b>Humphreys</b>	30%	18,135	Tier I	<b>Wayne</b>	10%	16,913	Tier I
<b>Jackson</b>	10%	11,568	Tier I	<b>Weakley</b>	20%	34,373	Tier II
<b>Jefferson</b>	40%	52,677	Tier III	<b>White</b>	20%	26,301	Tier II
<b>Johnson</b>	10%	17,859	Tier I	<b>Williamson</b>	50%	205,226	Tier IV
<b>Lake</b>	10%	7,631	Tier I	<b>Wilson</b>	50%	125,376	Tier IV

## Attachment 4 - Scoring Rubric

Project Description – 40 Points Maximum			
25-40 Points	11-24 Points	0-10 Points	Score
<ul style="list-style-type: none"> <li>Clearly defines project and the need is relevant.</li> <li>Clearly identifies the project goals and measures.</li> <li>Preventative Maintenance Plan and/or schedule is clearly established and utilized.</li> <li>Clearly describes how the program will be promoted.</li> </ul>	<ul style="list-style-type: none"> <li>Slightly defines project and the need is somewhat relevant.</li> <li>Slightly identifies the project goals and measures.</li> <li>Preventative Maintenance Plan and/or schedule is included but not clearly established and utilized.</li> <li>Somewhat describes how the program will be promoted.</li> </ul>	<ul style="list-style-type: none"> <li>Project definition and need is vague, missing, or irrelevant.</li> <li>Project goals and measures are missing or are only stated as the state goal</li> <li>Preventative Maintenance Plan and/or schedule is not included and request is to replace equipment.</li> <li>Vague or missing description of how the program will be promoted.</li> </ul>	
Program Benefits –30 Points Maximum			
20-30 Points	10-19 Points	0-9 Points	Score
<ul style="list-style-type: none"> <li>Project clearly aligns with the goal and design and will likely achieve success.</li> <li>Project clearly supports the 2025 Plan Objectives.</li> <li>Benefits are clearly defined and calculated.</li> </ul>	<ul style="list-style-type: none"> <li>Project aligns to some degree with the goal and design and may achieve success.</li> <li>Project supports the 2025 Plan Objectives to some limited degree.</li> <li>Benefits are slightly defined and calculated.</li> </ul>	<ul style="list-style-type: none"> <li>Application does not make it clear how the project aligns with program goal and design and will unlikely achieve success.</li> <li>Project does not support the 2025 Plan Objectives.</li> <li>Benefits are vaguely defined or missing and not calculated.</li> </ul>	
Sustainability and Funding – 20 Points Maximum			
14-20 Points	7-13 Points	0-6 Points	Score
<ul style="list-style-type: none"> <li>Project is clearly an efficient use of funds and resources.</li> <li>Organization has a clear plan likely to sustain the project beyond completion</li> <li>Revenues are reinvested in the recycling program.</li> <li>Local funds are committed in the budget and supporting documentation is provided.</li> </ul>	<ul style="list-style-type: none"> <li>Project is an efficient use of funds and resources to so some degree.</li> <li>Organization has a plan that may sustain the project beyond completion</li> <li>Revenues appear to be used as an incentive in the programs (i.e. schools) that generate the recycling.</li> <li>Local funds have been approved in a resolution for budget expansion</li> </ul>	<ul style="list-style-type: none"> <li>Project is not an efficient use of funds and resources.</li> <li>Organization does not have a plan to sustain the project beyond completion</li> <li>Revenues appear to be used to support programs other than recycling.</li> <li>Local funds do not appear to be committed in the budget or through</li> </ul>	

<ul style="list-style-type: none"> <li>Funding request appears reasonable to meet project objectives.</li> </ul>	and supporting documentation is provided. <ul style="list-style-type: none"> <li>Funding request appears somewhat reasonable to meet project objectives.</li> </ul>	resolution. Supporting documentation is not provided. <ul style="list-style-type: none"> <li>Funding request appears unreasonable for meeting project objectives.</li> </ul>	
<b>Establishment of Priority – 10 Points Maximum</b>			
<b>7-10 Points</b>	<b>4-7 Points</b>	<b>0-4 Points</b>	<b>Score</b>
<ul style="list-style-type: none"> <li>City or county received or was eligible to receive the Recycling Rebate between the Fiscal Years 2011 and 2015</li> <li>Project is a public/private partnership and the contributions of each partner are clearly established.</li> <li>Developmentally disabled individuals clearly improve the recycling rate and progress toward meeting or exceeding the waste reduction and diversion goal.</li> </ul>	<ul style="list-style-type: none"> <li>2 of the 3 priorities are clearly established*</li> </ul> <p>*public/public partnerships will be given lesser points than public/private partnerships</p>	<ul style="list-style-type: none"> <li>1 of the 3 priorities are clearly established</li> </ul>	
<b>This Section Leave Blank – State Use Only</b>			
<input type="checkbox"/> Fully Funded at \$_____	<input type="checkbox"/> Partially Funded at \$_____	<input type="checkbox"/> Proposal Not Funded	<b>Total Score:</b>
<b>Rater Explanation/Comments:</b>			
<b>Grant Rater: 1 2 3 4</b> <b>Date:</b> <b>Reviewed By:</b>			



Tennessee Department of Environment and Conservation,  
**Authorization No. 327411, 0 copies.** "This public document  
 was promulgated at a cost of **\$0** per copy."

